

Albana Lame & David Colbert, Co-Chairs

Quality Improvement Meeting Minutes

Meeting Date: Thursday, September 2, 2021
Start Time: 12:01 pm
End Time: 12:58 pm
Location: Zoom Video Conference
Presiding Chair: Albana Lame
Recorder: Sara Seaburg

Summary of Committee Votes

- Approval of Minutes from June 3, 2021 meetings

Council Member Assignments

- Attend Committee/Council meetings as outlined in the Council Bylaws

(1.0) Moment of Silence

Albana called the meeting to order at 12:01 pm. A moment of silence was observed in recognition of all who have been affected by HIV/AIDS.

(2.0) Welcome and Introduction

All participants introduced themselves.

(3.0) Co-Chair Announcements

There were no announcements.

(4.0) Approval of June 3, 2021 Quality Improvement Committee Meeting Minutes

Rich Radocchia made a motion to approve the meeting minutes from June 3, 2021 and Chris Cole seconded it.

For: (7) Chaux, Colbert, Cole, Datcher, Lame, Radocchia, Stewart

Against: (0)

Abstain: (0)

(5.0) New Business/Old Business

- **Review Quality Improvement Committee Activity Timeline**

The Committee reviewed the Planning Council Activity Timeline and determined that everything was on track.

- **Review and Update Service Standards**

Attendees discussed the process of how we will begin reviewing these. The following was decided: Staff will email the following service standards out to be reviewed before October's meeting. Suggested updates will be made and brought back to the committee for further review. Roberta Stewart will review medical transportation, Chris Cole will review EFA and food bank and Albana Lame will review oral health.

(6.0) Recipient's Office Report

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Dionne Kotey shared that data requests have gone out. The due dates for the reports have been extended for an additional ten days.

(7.0) Unresolved Parking Lot Items

None

(8.0) Announcements

Dionne Kotey shared that tomorrow will be her last day with the Ryan White Program.

(9.0) Adjournment

The meeting adjourned at 12:58 p.m.

Quality Improvement Committee Attendance 2021

	Council Member	Jan	Feb	Mar	Apr	May	June	Aug	Sept	Oct	Nov
1.	Inthiany Ardila	X	X	X	X	X	X	A	A		
2.	Gigi Chaux	-	X	X	X	X	X	X	X		
3.	Max Cisneros	A	A	A	X	A	A	A	A		
4.	Cassandra Cokley	A	A	A	A	A	A	A	A		
5.	<i>Christopher Cole PC Co-Chair</i>	X	X	X	A	X	X	X	X		
6.	David Colbert	X	X	X	X	X	X	X	X		
7.	Loreen Cuiman	A	A	A	A	A	A	A	A		
8.	Brian Datcher	A	X	X	X	A	X	X	X		
9.	Armando Erba	A	A	A	A	A	A	A	A		
10.	Ken Flyte	A	A	A	A	A	A	A	A		
11.	Lisa Gluz	A	A	A	A	A	A	A	A		
12.	Robert James	A	A	A	A	A	A	A	A		
13.	Albana Lame Co-Chair	X	X	X	X	X	X	X	X		
14.	Ronald Montague	A	A	A	A	A	A	A	A		
15.	Joanne Montgomery	A	X	A	A	A	A	A	A		
16.	Mitchell Namias Co-Chair	A	A	X	X	X	X	A	A		
17.	Daniel Pettit	A	A	A	A	A	A	A	A		
18.	Kathy Pitner	A	A	A	A	A	A	A	A		
19.	Richard Radocchia	X	X	X	X	A	X	X	X		
20.	<i>Roberta Stewart PC Co-Chair</i>	X	X	X	X	X	X	X	X		
21.	Charlotte Teel	A	A	X	A	A	A	A	A		
	Ryan White Office	X	X	X	X	X	X	X	X		
	Planning Council Staff	X	X	X	X	X	X	X	X		
	% of Council present:	29%	41%	48%	38%	33%	43%	33%	33%		

Guests: Tequetta Valeriano